

## LEADERSHIP PRINCIPLES (SEMESTER)

<b>Levels:</b>	Grades 11-12
<b>Units of Credit:</b>	1 Semester (.5)
<b>CIP Code:</b>	08.0211
<b>Prerequisites:</b>	None (Recommended for student leaders)

### COURSE DESCRIPTION

This course is recommended for students who are elected student body or class officers, organization or club president/officers, or are considering running for one of these offices. Student leaders have great ambitions and enthusiasm for the school and student body—but this alone does not create success. This class teaches how to be an “effective” leader. Concepts of goal setting, motivation, team building, time management, conflict resolution, dealing with stress, and much more are discussed. *Students may be eligible to receive three (3) credits of concurrent enrollment at Utah Valley University.*

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### STANDARD

**08.0211-01**      **Students will investigate the history, meaning, theory and styles of leadership.** (Chapters 1, 2, and 3)

#### OBJECTIVES

08.0211-0101	Understand why the history of leadership is important.
08.0211-0102	Identify <u>when</u> leadership began.
08.0211-0103	Understanding <u>how</u> leadership began.
08.0211-0104	Identify the three historical types of leadership.
08.0211-0105	Define leadership.
08.0211-0106	Discuss whether leadership is a science or an art.
08.0211-0107	Describe the differences between leadership and management.
08.0211-0108	Explain how leaders are made instead of born.
08.0211-0109	Describe the evolutionary process of leadership theories.
08.0211-0110	Explain the major conclusions of the trait theories.
08.0211-0111	Describe the skills approach to leadership.
08.0211-0112	Explain the major conclusions of the behavioral theories.
08.0211-0113	Identify the major components of the contingency/situational theories.
08.0211-0114	Differentiate the two emerging perspectives of transactional and transformational leadership.
08.0211-0115	Define what is meant by a “leadership style.”
08.0211-0116	Describe the three classic styles of leadership.
08.0211-0117	Explain situational leadership.
08.0211-0118	Explain the difference between Theory X and Theory Y.
08.0211-0119	Describe how a person develops his/her personal leadership style.

**STANDARD**

**08.0211-02**      **Students will learn the importance and fundamentals of a vision and establishing goals.** (Chapters 4 and 5)

**OBJECTIVES**

- 08.0211-0201      Define vision.
- 08.0211-0202      Discuss the benefits of a vision.
- 08.0211-0203      Explain the steps in creating a vision.
- 08.0211-0204      Discuss how the leader communicates the vision.
- 08.0211-0205      Explain how a leader sets the example in creating the vision.
- 08.0211-0206      Define a goal.
- 08.0211-0207      Discuss the three categories of goals.
- 08.0211-0208      Describe the basic steps in setting goals.
- 08.0211-0209      Explain how the organization obtains goal commitment.

**STANDARD**

**08.0211-03**      **Students will understand the importance of time management and time management techniques.** (Chapter 6)

**OBJECTIVES**

- 08.0211-0301      Define time management.
- 08.0211-0302      Explain the two governing principles of time management.
- 08.0211-0303      Identify several effective time management guidelines.
- 08.0211-0304      Describe several meeting management tools for effective leadership.
- 08.0211-0305      Discuss why delegation is an important tool for effective time management.
- 08.0211-0306      Describe the five step process of delegation.

**STANDARD**

**08.0211-04**      **Students will understand effective strategies for communication.** (Chapter 7)

**OBJECTIVES**

- 08.0211-0401      What constitutes effective communication?
- 08.0211-0402      Understand the five basic levels of communication.
- 08.0211-0403      Recognize the value of non-verbal communication.
- 08.0211-0404      Identify the three historical types of leadership.
- 08.0211-0405      What is a "you" message?
- 08.0211-0406      Understand an effective "I" message.
- 08.0211-0407      Discuss how validation is used.

**STANDARD**

**08.0211-05**      **Students will identify and understand the nature of diversity.** (Chapter 8)

**OBJECTIVES**

- 08.0211-0501      Discuss how the U.S. image of diversity of changing.
- 08.0211-0502      Why should leaders be concerned with diversity?
- 08.0211-0503      Identify a subordinate/minority group.
- 08.0211-0504      Understand the debate about affirmative action.
- 08.0211-0505      Explain how leaders deal with increasing diversity.

**STANDARD**

**08.0211-06**      **Students will understand the process for making sound decisions.** (Chapter 9)

**OBJECTIVES**

- 08.0211-0601      Define decision making.
- 08.0211-0602      Discuss the steps of sound decision making.
- 08.0211-0603      Describe the common traps of decision making.
- 08.0211-0604      Describe several decision making techniques.
- 08.0211-0605      Identify the benefits of group decision making.

**STANDARD  
08.0211-07**

**Students will understand the process for conflict resolution techniques.** (Chapter 10)

- 08.0211-0701 Define conflict.
- 08.0211-0702 Explain the two types of conflict.
- 08.0211-0703 Identify the five common causes of conflict.
- 08.0211-0704 Describe the five conflict strategies and explain how to use them.

**STANDARD  
08.0211-08**

**Students will identify the sources of power and how they are used.** (Chapter 11)

OBJECTIVES

- 08.0211-0801 Define power.
- 08.0211-0802 Describe and evaluate the five sources of power.
- 08.0211-0803 Identify the best sources of power to use.
- 08.0211-0804 Explain how power is developed.
- 08.0211-0805 Define empowerment and its effectiveness.

**STANDARD  
08.0211-09**

**Students will understand the steps to building a successful team.** (Chapter 12)

OBJECTIVES

- 08.0211-0901 Define a team.
- 08.0211-0902 Identify and explain the three types of teams.
- 08.0211-0903 What are the advantages of team structures?
- 08.0211-0904 What constitutes a high performance team?
- 08.0211-0905 What are the stages of team development?
- 08.0211-0906 What is teambuilding?
- 08.0211-0907 Identify the organizational steps used in building an effective team.
- 08.0211-0908 Explain how an individual becomes an effective team member.

**STANDARD  
08.0211-10**

**Students will understand the importance of effectively dealing with change.** (Chapter 13)

OBJECTIVES

- 08.0211-1001 Explain why changes occur.
- 08.0211-1002 Identify the three methods for implementing change.
- 08.0211-1003 Discuss how to plan for change.
- 08.0211-1004 Identify the reasons why people resist change.
- 08.0211-1005 Describe how a leader can facilitate change.

**STANDARD  
08.0211-11**

**Students will understand the importance and application of ethics.** (Chapter 14)

OBJECTIVES

- 08.0211-1101 Explain morality.
- 08.0211-1102 What are ethics?
- 08.0211-1103 Discuss the difference between moral problems and ethical dilemmas.
- 08.0211-1104 Define social responsibility.
- 08.0211-1105 Discuss leaders and ethical behavior.

**STANDARD  
08.0211-12**

**Students will understand the steps to apply basic coaching skills.** (Chapter 15)

- 08.0211-1201 What is coaching?
- 08.0211-1202 How is coaching different from other helping professions?
- 08.0211-1203 Discuss two paradigms when coaching.

- 08.0211-1204 Discuss a useful coaching model.  
08.0211-1205 Identify an effective model for giving and receiving feedback.  
08.0211-1206 Explain why coaching is or is not a universal skill-set.

## **PERFORMANCE OBJECTIVES**

### **Performance Objective PO-01:**

Explain why it is important to understand the history of leadership.

### **Performance Objective PO-02:**

Write the definition of leadership and how leadership is not management.

### **Performance Objective PO-03:**

Describe the evolutionary process of leadership development.

### **Performance Objective PO-04:**

Describe your personal leadership style.

### **Performance Objective PO-05:**

Write down and evaluate a possible vision for an organization.

### **Performance Objective PO-06:**

Identify the key ingredients of goal setting.

### **Performance Objective PO-07:**

Identify the time management skills to increase productivity.

### **Performance Objective PO-08:**

Describe the four styles of communication.

### **Performance Objective PO-09:**

Describe why it is important for leaders to appreciate diversity.

### **Performance Objective PO-10:**

Identify the situational factors affecting individual decision making vs. group decision making.

### **Performance Objective PO-11:**

Identify the five conflict strategies and role play one.

### **Performance Objective PO-12:**

Determine the sources of power and discuss how power is used in organizations.

### **Performance Objective PO-13:**

Demonstrate team-building and identify ways to become an effective team member.

### **Performance Objective PO-14:**

Discuss the course of action an organization would follow to create change.

### **Performance Objective PO-15:**

Explain your commitment to an ethical life.

### **Performance Objective PO-16:**

Describe the GROW model of coaching.

### **Performance Objective PO-17:**

Determine and discuss the skills necessary to becoming a leader.

## REFERENCE MATERIALS

*Principles of Leadership Teachers Manual* and *Principles of Leadership Study Guide*

Bitters/Litchford, Utah Valley State College

To obtain a copy, contact Wes Bitters at (801) 863-8234 or e-mail [bitterwe@uvsc.edu](mailto:bitterwe@uvsc.edu)

### **Additional Resources:**

Utah Valley State College Supplemental Materials (MGMT 1250)

*The 7 Habits of Highly Effective People*, Stephen R. Covey or *The 7 Habits of Highly Effective Teens*, Sean Covey (Time Management)

*InsideOut Development*, L.L.C. American Fork, Utah (Coaching Skills)

*Remember the Titans*, video (Effective Leadership)

*The Hunt for Red October*, video (Leadership Style)

*Hoosiers*, video (Team Building)

*Gettysburg*, video (Vision, Goals)

*The Crossing*, video (Leadership Traits)